

FLEET HOSPITAL FIELD TRAINING

WELCOME ABOARD

Fleet Hospital Operations & Training Command

Box 555223

Camp Pendleton, CA 92055-5223

(760) 725-7121; DSN 365-7121

(760) 725-7108 (fax)

<https://fhotc.med.navy.mil>



COMMANDING OFFICER

J. T. COYNE, CAPT, MSC, USN

ACTING EXECUTIVE OFFICER

D. P. GRAY, LCDR, MSC, USN

COMMAND SENIOR CHIEF

M. L. BAILEY, HMCS (SW/FMF), USN

Revised 12 AUG 2002

FLEET HOSPITAL FIELD TRAINING

STUDENT INFORMATION

INTRODUCTION

Welcome to the Fleet Hospital Operations and Training Command (FHOTC). The training you will receive during your stay here will prepare you to perform the duties of your Navy profession in the newest of the Navy's deployable medical systems. While the concept of the Fleet Hospital is not new, the current Fleet Hospitals represent an incredible advance in our ability to provide quality patient care to our operating forces. The overall goal of this training program is to introduce you to the Fleet Hospital Program and to ensure that you can perform the duties of your rate or rank in the field environment. **This course does NOT provide in depth medical training but allows for the transfer of medical knowledge and skills from the traditional “Brick and Mortar” environment into a deployed, field setting.**

COURSE OBJECTIVES

Upon completion of this course, you should be able to:

1. Configure, assemble, and disassemble portions of a Fleet Hospital Facility.
2. Demonstrate standard safety and security practices.
3. Establish and operate a functional area.
4. Provide medical care and base support functions during a simulated casualty exercise.

There will be some classroom instruction, but the majority of the training is practical experience in Fleet Hospital component assembly, equipment operation and patient care services. **This course will provide limited medical training.**

49 Continuing Medical Education Units (CMEs) are currently offered and available for the Fleet Hospital Field Training (FHFT) course to all healthcare providers (Physicians, Registered Nurses, PAs, etc) & nationally-certified Hospital Corpsmen.

PRE-TRAINING PREPARATION

The purpose of this training exercise is to provide practical experience in the Fleet Hospital environment. There will be a small amount of classroom instruction with the majority of the training “hands-on” practical experience in such skills as tent erection, Fleet Hospital component assembly, patient flow, administrative issues and operational scenario response. Consequently, the majority of the training takes place in the field under rugged conditions. Additionally, the vast amount of training material to be covered in a short period of time results in a strenuous training schedule. Careful planning, bringing the proper personal items and good physical and mental conditioning will be prime determinants in how beneficial this training will be for you.

Good physical conditioning is a must. Everyone will be required to perform heavy manual labor and work long hours under potentially harsh environmental conditions. **EVERYONE MUST BE FIT FOR FIELD DUTY.** Good mental preparation is also important. During this program,

all personnel will be required to perform under stressful conditions simulating an actual Fleet Hospital deployment.

GENERAL INFORMATION

- The Fleet Hospital training program is performed under conditions that simulate the rear of the combat zone. **The development of unit integrity is stressed throughout the training evolution.** You will be required to stand various watches commensurate with your pay grade (i.e., OOD, JOOD, generator, fire and security, food service attendant, etc.). These are the same watches that you would actually stand in a deployed Fleet Hospital.
- All students reporting for training must be fit for FIELD DUTY. PREGNANCY or suspicion of pregnancy will disqualify a student from training. **Any special medical limitations should be reported to your chain of command prior to departure for FHOTC and may exclude you from this field training.**
- **Laundry** - A field laundry unit will be operated by the student Ships Servicemen on site. This will be the only laundry service available for use during the training period. **DO NOT plan to launder your civilian clothes while you are here.**
- **Mail service** - Mail service will be available on an outgoing basis only. **There will be no incoming mail service.**
- The following people are available and may be contacted by asking any instructor or FHOTC staff member:
 - Drug and Alcohol Program Advisor (DAPA)** – CE1 Rosal
 - Equal Opportunity Officer** – LCDR Burns
 - Safety Officer** – BU1 Weathers

MONEY/MEALS

Money is an important item and the following guidelines are provided for EVERYONE's information:

- All officers and enlisted personnel on commuted rations (COMRATS) will be required to pay for each meal with cash.
- Reserve officers will be required to pay for all meals.
- Reserve enlisted personnel WILL NOT be required to pay for any meals as they are not receiving COMRATS during their AT.
- Any personnel on a meal pass back at their command are required to bring those meal passes with them in order to sign in for meals.
- The following are the standard meal prices for both the meals in the galley and Meals Ready to Eat (MREs):
 - Breakfast \$1.35
 - Lunch \$2.70
 - Dinner \$2.70

**** All meal costs are subject to change each fiscal year. ****
- MREs will be the meal of choice until the galley is operational and also for each training day at the lunch meal.

- **Personal checks are not accepted or cashed at FHOTC.**
- **Bring a minimum of \$100.00 in small denomination bills.** The Cashier cannot accept bills larger than \$10.00.
- **There is NO accessible ATM machine located at or near FHOTC while in training. Therefore, it's imperative that each member bring cash with them for the duration of the training period.**
- Items available in the Student Cantina are at an extra cost.
- A class picture will be taken during the training period. Each student will have the opportunity to purchase a picture at a price of \$15.00 each. Frames are available for an additional \$10.00 each.

UNIFORM

- The uniform of the day for field training is camouflage utilities (cammies). It is not required or necessary for anyone to bring other uniforms (whites, khakis) for the Fleet Hospital field training course.
- It is a Navy Regulation that the camouflage utility uniform is NOT authorized for wear as a liberty uniform except in the case of emergencies. Therefore, cammies are not authorized for wear off-base or at the San Diego airport.
- Be advised that FHOTC is a REMOTE, FIELD COMMAND. There is no exchange, commissary or uniform shop in the vicinity of the training compound, nor will it be accessible during the training evolution. **Be prepared to bring EVERYTHING you'll need during the entire training course!**

The following uniform items must be brought to training with you:

- Camouflage utility uniform - 2 sets (blouse & trousers)
- Black leather combat or jungle boots - Recommend 2 pair
- * Seabees will wear steel-toed boots
- **ensure your boots are broken in prior to arrival****
- Subdued embroidered name tapes and cover and collar devices for **ALL PERSONNEL (officers & enlisted)**
- **SEE U.S. NAVY UNIFORM REGULATIONS SECTION 6802****
- Black web belt with black open-faced buckle
- Brown crewneck T-shirts – 8 to 10
- Personal identification tags (dog tags)
- Gas mask inserts (submarine-style) for use with the MCU-2A gas mask
- Socks (black or green) cushion sole - 6-8 pairs
- Green "Wooly Pulley" or Brown "Polly-Pro" undershirt
- Field Jacket with Liner or GORTEX jacket HIGHLY ENCOURAGED**
- Field Poncho (bring during rainy season)

The following uniform items/gear will be issued to you upon arrival to FHOTC:

- sleeping bag
- sleeping mat
- web belt
- canteen & canteen cup
- gas mask
- MOPP (Chem/Bio) gear

SUGGESTED PERSONAL ITEMS TO BRING

- Remember, you will be required to carry all of your own gear from place to place during the training, so pack only what you can carry. Storage is limited to a footlocker and the area under your cot.

-Personal care items-soap, shampoo, toothbrush, etc.	-Sanitary Napkins
-Razor	-Towels and washcloths
-Wire clothes hangers	-Padlock
-Shoe-care items	-Shower shoes
-PT gear	-Gloves (work)
-Sweatsuit or similar comfortable clothing	-Flashlight and extra batteries
-Insect repellent	-Hand lotion
-Lip ointment	-Sunscreen
-Indelible (laundry) marker	-Large mesh laundry bag
-Sunglasses	-Baby wipes
-Pillow (small airline-type suggested)	-Disposable camera
-Small rug/mat for area next to your cot	-Spiral notebook and pen
-Roll of adhesive tape for marking personal (782) gear	
-Playing cards, radios, board games, etc. are acceptable (remember storage/security limitations)	

- Camel back water storage system bags are authorized for use at FHOTC but they must be worn in conjunction with the standard-issue canteens & web belts.
Camel backs will NOT be issued to FH students at FHOTC or if deployed with a Fleet Hospital.

ITEMS NOT TO BRING

- Please remember that although you will have a footlocker for storage, you are ultimately responsible for any valuable items you bring with you.

-Jewelry	-Items of high value (heirlooms/antiques)
-Illegal items	-Alcohol
-Weapons (including knives)	-Personal computers- no Internet access
-Field stoves/Bunsen burners	

- * Contact FHOTC Training Officer for guidance at DSN 365-7117; Comm (760) 725-7117

WEATHER

The weather in Southern California is extremely variable with temperature variations of 30 - 50 degrees in one day being fairly common. During the summer, daytime temperatures range from 50 at night to 100 during the day. Winter temperatures range from 25 degrees at night to 75 degrees during the day. **You will NOT be issued cold weather gear or rain gear while at FHOTC.** If cold weather is expected, pack accordingly with multiple layers which may be removed as the day warms. The rainy season is generally between December and April. If you attend training during the February to May time frame, plan accordingly for probable rain. Ensure your gear is packed for rain and wet conditions.

PHONE NUMBERS FOR EMERGENCIES

ADMIN OFFICE (during working hours): (760) 725-7117/7466 or DSN 365-7117/7466
FHOTC OOD (after working hours): (760) 725-7121 or DSN 365-7121

Public phones are available; however, there are only three public phones, so be courteous to those in line behind you. **The public phones are off-limits during the training day.**

TRANSPORTATION INFORMATION

- Military bus transportation will be provided for **active duty FH training classes** from the San Diego Airport USO based upon flight arrival information from the Fleet Hospital and CBU commands. **There is no ongoing bus shuttling service from the airport to FHOTC.** Individual commands (NAVHOSPs & CBUs) must provide FHOTC's Training Officer with advance rosters of those personnel attending four (4) weeks prior to the reporting date. **Rosters will include name, rank, NEC or sub-specialty code, arrival date, time, and airline itinerary.** If notification is not received, bus transportation is not guaranteed to be available. FHOTC's FAX number is Commercial (760) 725-7108 or DSN 365-7108.
- Reserve FH training classes will coordinate their own chartered bus transportation from the San Diego Airport USO to FHOTC. Please contact the hosting Reserve FH command for further information on the available times for the bus transportation.
- The military or chartered buses will be located behind the airport USO building at the Terminal 2 baggage claim parking lot. Terminal 2 is approximately two blocks from Terminal 1. There will be either FHOTC or the Reserve FH representatives at the USO to direct you to the appropriate buses.
- Either military or chartered bus transportation will be used to return you to the airport on the day of your departure. **No return flights should be scheduled prior to 1200.** Flights departing prior to 1200 will not have guaranteed transportation to the airport in time to catch their flights.
- For personnel arriving after the bus transportation ceases, there is a commercial shuttle transportation company called "Cloud Nine" that will transport you to FHOTC, for approximately \$30.00. You can obtain this transportation from the San Diego Airport USO. If you are traveling by "Cloud Nine", request that they drop you at FHOTC in the **63 Area of Camp Pendleton.**
- Commercial transportation other than "Cloud Nine" from the San Diego Airport to FHOTC at Camp Pendleton requires transfers and may take two to three hours travel time. Taxi service will take about 1 hour and costs about \$75.00. If you do not plan to use the government buses, you must consider the total travel time in order to report on time.
- **Privately owned vehicle travel to FHOTC must be arranged ahead of time with the FHOTC Training Officer.** All vehicles must have a current Department of Defense Vehicle Registration decal and the individual must have proof of insurance and a valid driver's license. **Parking at FHOTC is very limited and the use of these vehicles is prohibited**

during the training evolution. Motorcycles are not permitted aboard Camp Pendleton unless registered with Camp Pendleton Provost Marshall's Office.

REPORTING PROCEDURES

- Report to the Fleet Hospital Operations and Training Command, Marine Corps Base, Camp Pendleton, CA (63 Area).
- **Reporting to FHOTC should be arranged ahead of time by the FH command with which you are training. If Reservists are training, report NLT 0730 on the date specified on your orders. No berthing or messing will be available prior to the date training commences or after training is completed.**
- Original orders will be stamped "berthing and messing available" between the dates which you are training. Reserve Officers will receive BAS in their paycheck to compensate for payment of meals.

When reporting to FHOTC, each individual will need the following items to complete check-in procedures:

1. **ORIGINAL ORDERS** - (Reservists and active duty)
Must be endorsed "Physically-Qualified" by Reserve Center for Reservists.
2. **FLIGHT ITINERARY** - (Reservists only)
3. **PAGE 4 OR APPOINTMENT LETTER** - Required if the pay grade is incorrect on the original orders. (Reservists only)
4. **RECEIPTS** - for all expenses incurred during travel to FHOTC. (Reservists only)
5. **CERTIFIED COPY OF PAGE 2** - Dependent BAQ will NOT be paid without this document. (Reservists only)
6. **CHECKING ACCOUNT NUMBER AND BANK ROUTING NUMBER** – This information is required FOR RESERVISTS ONLY to ensure that the direct deposit pay is deposited in the correct account. (Reservists only)

If you have any questions concerning your assignment to this training, you should contact the Mobilization Planner (POMI) at your local command. For Reservists, contact your Reserve Center Commanding Officer or the Medical Programs Officer at the Readiness Commands.

If you are a Reservist who desires to attend a Fleet Hospital Field Training course with another Reserve FH command, please contact your REDCOM coordinator to be directed to the hosting command's REDCOM coordinator. If you desire to attend a FHFT course with an Active Duty FH command, contact the FHOTC Training Officer at (760) 725-7117 or DSN 365-7117 to obtain a Billet Control Number for that course. DO NOT DIRECTLY CONTACT THE ACTIVE DUTY COMMAND. ALL COORDINATION MUST BE DONE THROUGH THE FHOTC TRAINING OFFICER.

GENERAL STUDENT RULES

1. Due to normal command operations, the “TOP OF THE HILL” or FHOTC staff area is off limits to students except when authorized or accompanied by a “Blue Hat” staff member.
2. Proper uniform attire - The camouflage field utility uniform is the uniform of the day. Embroidered name tapes and embroidered insignia are required. The web belt with canteen, gas mask and MOPP gear is considered part of the uniform and will be worn at all times. At the end of the training day, civilian attire is acceptable. **NO civilian or PT gear will be worn to chow.** Mixing of uniforms & civilian attire is unacceptable.
3. This is an Equal Opportunity Command. Inappropriate conduct will not be tolerated at any level. This includes sexual harassment and fraternization. Please consult the Navy’s policies on these topics later in the Welcome Aboard Package.
4. **Alcohol, weapons or illegal items are not permitted** aboard FHOTC at any time.
5. Personnel will not leave the site (except for PT) unless authorized by the FHOTC Training Officer or Assistant Training Officer.
6. **NO SMOKING OR USE OF SMOKELESS TOBACCO EXCEPT IN AUTHORIZED SPACES.** There is NO smoking or use of smokeless tobacco in any building, tent or SEAHUT at this command.
7. Visitors are not allowed on site unless authorized by FHOTC staff.
8. Safety procedures/rules will be practiced and adhered to at all times.
9. **Students will not operate any equipment unless authorized by the FHOTC instructor staff.** All students operating heavy machinery or spotting the movement of heavy machinery are required to wear hardhats and ear protection.
10. Walking on drainage slopes or berms is prohibited.
11. Report all accidents, injuries, and fires immediately to any FHOTC “Blue Hat” staff members or the FHOTC Staff OOD/JOOD, building 63234, Staff Duty Room, (760) 725-7121, ext. 261.
12. Taps/lights out is at 2200.
13. Radios will be secured between 2200 - 0530. "Walkman" headsets are not allowed outside the berthing areas or while jogging off compound. This is for safety reasons as we have heavy equipment operating on the compound. It is a MCB Camp Pendleton regulation that “Walkman” headsets not be worn while jogging or running on the base.
14. Military courtesies (saluting) will be practiced on the road going up the hill and on top of the hill. Saluting is also expected when off the training compound at the other areas of the base. **Saluting will not be required on the lower compound training area.**

15. Shower shoes or sandals are not permitted outside of the berthing areas and base camp head units due to multiple foot hazards. Be sure to bring a sturdy pair of sneakers or walking shoes to wear after the training day is complete.
16. Basketball and running are the authorized aerobic exercise choices. The gym behind VTC is open during non-training hours. FHOTC no longer has a volleyball court for student use.
17. There are rattlesnakes, black widow and brown recluse spiders, tarantulas and scorpions on the training site. To prevent injuries, remember to always:
 - Shake out your boots/shoes before wearing
 - Shake out your sleeping bags
 - Shake out your clothes
 - Shake out your headgear/hearing protection
 - Not keep open food containers in berthing areas to prevent attracting these animals
18. **No running on the North site or in the berthing areas.** There are many lines, metal stakes and other tripping hazards. **The wearing of boots/shoes is mandatory in the camp.**
19. **The wearing of contact lenses is not recommended** due to dust and particles from the compound site as these can cause severe corneal abrasions. Contacts also cannot be worn in the confidence chamber, so **gas mask inserts should be brought by those requiring corrective lenses.**
20. Moving vehicles and heavy equipment are extremely hazardous and always have the right-of-way due to extremely limited visibility. The "law of gross tonnage" prevails!
21. **FHOTC does not have an ATM nor is it in close proximity to an exchange or 7-day store. Bring all necessary items with you to the training site. There will be no liberty unless authorized by your command staff through the FHOTC staff.**

CORE VALUES OF THE UNITED STATES NAVY

HONOR: "I will bear true faith and allegiance..." Accordingly, we will: conduct ourselves in the highest ethical manner in all relationships with seniors, peers and subordinates; be honest and truthful in our dealings with each other, and with those outside the Navy; be willing to make honest recommendations and to accept those recommendations from junior personnel; encourage new ideas and deliver the bad news, even when it is unpopular; abide by an uncompromising code of integrity, taking responsibility for our actions and keeping our word; fulfill or exceed our legal and ethical responsibilities in our public and personal lives twenty-four hours a day. Illegal or improper behavior or even the appearance of such behavior will not be tolerated. We are accountable for our professional and personal behavior. We will be mindful of the privilege we have to serve our fellow American.

COMMITMENT: "I will obey the orders..." Accordingly, we will: demand respect up and down the chain of command; care for the safety, professional, personal and spiritual well-being of our people; show respect toward all people without regard to race, religion, or gender; treat individual with human dignity; be committed to positive change and constant improvement; exhibit the highest degree of moral character, technical excellence, quality, and competence in what we have been trained to do. The day-to-day duty of every Navy man and woman is to work together as a team to improve the quality of our work, our people and ourselves.

COURAGE: "I will support and defend..." Accordingly, we will; have courage to meet the demands of our professional and the mission when it is hazardous, demanding, or otherwise difficult; make decisions in the best interest of the Navy and nation, without regard to personal consequences; meet these challenges while adhering to a higher standard or personal conduct and decency; be loyal to our nation by insuring the resources entrusted to us are used in an honest, careful, and efficient way. Courage is the value that gives us the moral and mental strength to do what is right even in the face of personal or professional adversity.

SEXUAL HARASSMENT

Sexual harassment shall result in corrective administrative or disciplinary action.

1. **INTRODUCTION:** This Information Sheet is designed to provide you with an understanding of the Navy's policy on Sexual Harassment. The following is included as the enclosure from the reference.
 2. **REFERENCE:** SECNAVINST 5300.26 series, OPNAVINST 5350.3
 3. **INFORMATION:** All military and civilian personnel in the Department of the Navy have a responsibility for maintaining high standards of honesty, integrity, impartiality, and conduct to assure proper performance of business and maintenance of public trust. Sexual harassment violates those standards, especially with regard to principles of equal opportunity.
- Sexual harassment is unacceptable conduct; it undermines the integrity of the employment relationship, debilitates morale, and interferes with the work productivity of an organization. Sexual harassment will not be tolerated at any level. Substantiated *acts* of or conduct, which results in sexual harassment, shall result in corrective administrative or disciplinary action.
 - Sexual harassment is defined as a form of sex discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:
 - a) Submission to or rejection of such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, or career; or
 - b) Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting this person; or
 - c) Such conduct interferes with an individual's performance or creates an intimidating, hostile, or offensive environment.
 - Any military member or civilian employee in a supervisory or command position who uses or condones implicit or explicit sexual behavior to control, influence, or affect the career, pay or job of a military member or civilian employee is engaging in sexual harassment. Similarly, any military member or civilian employee who makes deliberate or repeated unwelcome verbal comments, gestures, or physical contact of a sexual nature is also engaging in sexual harassment.
 - Individuals who are sexually harassed by supervisors, co-workers, or peers should make it clear to the individual harassing him/her that such behavior is offensive and report the incident to the appropriate supervisory level. The appropriate official will examine the matter and take actions necessary to ensure a work environment free from sexual harassment.

- All Navy and Marine Corps personnel, military and civilian, shall be made aware of the prohibitions against sexual harassment. All Departments of the Navy personnel shall receive initial orientation and periodic training on the prevention of sexual harassment. This training must be of such quality so as to ensure a thorough understanding of the definition of sexual harassment, sex discrimination responsibilities of management and the employee when sexual harassment occurs and avenues of redress available to victims.
- Prevention of sexual harassment is the responsibility of all personnel. Managers and supervisors, however, are in an especially important position to prevent sexual harassment. They must take an active role in educating their employees on the seriousness of such behavior, and the employee's rights in the event that they are sexually harassed
- The chain of command shall be fully utilized, and instances of sexual harassment will be resolved at the lowest possible level within the organization- It is the responsibility of every supervisor - military and civilian - to ensure that any instance of sexual harassment is dealt with swiftly, fairly and effectively.
- Military members will use the Navy Grievance Procedures, the Uniform Code of Military Justice, or Request Mast to report instances of sexual harassment. Civilian employees will use the Equal Employment Opportunity Discrimination Complaint Process, the administrative grievance procedures, or the appropriate negotiated grievance procedures to report sexual harassment. In addition, any (military or civilian) sexual harassment complaint may be brought to the attention of the Inspector General. Substantiated complaints shall result in corrective action, including administrative and/or disciplinary action as appropriate.

All members of the Department of the Navy must be concerned about sexual harassment and actively work to eliminate it from their workplaces.

FRATERNIZATION POLICY

1. **INTRODUCTION:** This information sheet is provided to introduce the Navy's Fraternization Policy. Each command has its own policy. Be certain to familiarize yourself with local policies.
2. **REFERENCE:** OPNAVINST 5370.2A series
3. **DISCUSSION:**

POLICY

Personal relationships between officer and enlisted members, which are unduly familiar and do not respect differences in rank and grade, are inappropriate and counter to long-standing custom and tradition of the Naval Service. Similar relationships involving two officers or involving two enlisted members where senior-subordinate supervisory relationship exists are also inappropriate. Inappropriate conduct of this nature is prohibited. When it is found to exist, commands are expected to take administrative or disciplinary action as necessary to correct it. Additionally, such inappropriate relationships subject the involved members to disciplinary action under the Uniform Code of Military Justice (UCMJ) when the actions or relationships:

- Are prejudicial to good order and discipline; or
- Bring discredit to the Naval Service.

BACKGROUND/DISCUSSION

- The Navy has historically relied upon customs and tradition to define the bounds of acceptable personal relationships among its members. Proper social interaction among officer and enlisted members has always been encouraged as it enhances unit morale and esprit de corps. At the same time, unduly familiar personal relationships between officers and enlisted members have traditionally been contrary to Naval custom, for they undermine the respect for authority which is essential to the Navy's ability to accomplish its military mission. Over 200 years of seagoing experience has demonstrated that seniors must maintain thoroughly professional relationships with juniors at all times. This custom was developed in recognition of the need to prevent the use of senior grade or position in such a way that it resulted in (or gave the appearance of) favoritism, preferential treatment or personal gain or involved actions otherwise reasonably perceived to undermine good order, discipline, authority, or high unit morale. In a like manner, custom has required that junior personnel recognize and respect the authority inherent in a senior's grade, rank, or position, a requirement facilitated by observance and enforcement of the military courtesies and customs that have traditionally defined proper senior-subordinate relationships
- Fraternization is the traditional term used to identify personal relationships, which contravene the customary bounds of acceptable senior-subordinate relationships. Although it has most commonly been applied to officer-enlisted relationships,

fraternization also included improper relationships between officer members and between enlisted personnel.

- **Historically**, fraternization is a gender-neutral concept. Its focus is on the senior-subordinate relationship *not* the sex of the members involved. In this sense, fraternization is admittedly a uniquely military concept, which might be offensive in a civilian organization in the context of military life; however, it serves a valid and necessary purpose.
- This instruction discusses only fraternization. Other forms of impermissible conduct or relationships, such as sexual harassment and unduly familiar personal relationships between naval personnel and civilian employees, are addressed elsewhere.

DEFINITIONS

Fraternization is:

- a) Any personal relationship between an officer and an enlisted member which is unduly familiar and does not respect differences in rank and grade.
- b) Any personal relationship between officers or between enlisted personnel, which is unduly familiar and does not respect differences in rank and grade where a senior-subordinate supervisory relationship exists.
- c) "Senior subordinate" refers to the military relationship between members, including members of different services, in which one is senior to the other by virtue of grade, rank, or authority-

PROHIBITED RELATIONSHIPS

General

- **Fraternization**, as defined in paragraph C, is punishable as an offense under the UCMJ when it is prejudicial to good order and discipline or brings discredit to the naval service. It is impossible to set forth every act that may be prejudicial to good order and discipline or is service discrediting because the surrounding circumstances often have more to do with making the act criminal than the act itself.
- Prejudice to good order and discipline or discredit to the Naval Service may result from; but is not limited to, circumstances which:
 - Call into a question a senior's objectivity;
 - Results in actual or apparent preferential treatment;
 - Undermine the authority of a senior; or
 - Compromise the chain of command.

However, dating, cohabitation, or sexual intimacy between officers and enlisted members and enlisted members is clearly inappropriate, as would be a private business partnership between officer and enlisted members. Likewise, such conduct between officers and between enlisted personnel where senior-subordinate supervisory relationship exists is equally inappropriate

- Conduct which constitutes fraternization is not excused by a subsequent marriage between the offending parties.
- 1) Marriage and Family Relationships – Service members who are married or otherwise related (father/son, etc.) to other service members must maintain the requisite respect and decorum attending the official relationship while either is on duty or in uniform in public.
- 2) Assignment Policy - Compatible with sea/shore rotation policy and the needs of the service, service members married to each other will not be assigned in the same chain of command,

ACTION/RESPONSIBILITY

- 1) Seniors throughout the chain of command shall:
 - Be especially attentive to their personal associations such that their actions and the actions of their subordinates are supportive of the military chain of command and good order and discipline.
 - Ensure that all members of the command are aware of the policy set forth in this instruction.
 - Eliminate offending conduct by taking appropriate administrative action, to include counseling and reassignment and, if necessary, by taking appropriate disciplinary action such as comments on Fitness Reports, Annual Performance Evaluations or issuing Letters of Instruction.
- 2) The responsibility for preventing inappropriate relationships must rest primarily on the senior. While the senior party is expected to control and preclude the development of inappropriate senior-subordinate relationships *this* policy is applicable to both members and both are accountable for their own conduct.

Source: Instructor Training Guide
Compiled by: Naval Technical Command
NAS, Memphis, Millington, TN
Dated 21 MAR

Fleet Hospital Operations and Training Command
Box 555223 Camp Pendleton, CA 92055-5223

ACRONYM GLOSSARY

ADT.....	ADDITIONAL DUTY TRAINING
AE.....	AEROMEDICAL EVACUATION
AMAL.....	AUTHORIZED MEDICAL ALLOWANCE LIST
AMC.....	AIR MOBILITY COMMAND
AOR.....	AREA OF RESPONSIBILITY
APOE.....	AERIAL PORT OF EMBARKATION
AT.....	ANNUAL TRAINING
CASEX.....	CASUALTY EXERCISE
CASREP.....	CASUALTY REPORT
CAX.....	COMBINED ARMS EXERCISES
CBU.....	CONSTRUCTION BATTALION UNIT
CBTZ.....	COMBAT ZONE
CDO.....	COMMAND DUTY OFFICER
CEIC.....	CONTROL EQUIPMENT CONTROL CENTER
CESE.....	CIVIL ENGINEERING SUPPORT EQUIPMENT
CHOPPED.....	ENTER CINC'S AREA OF RESPONSIBILITY (AOR)
CINC.....	COMMANDER IN CHIEF
CNO.....	CHIEF OF NAVAL OPERATIONS
COMMZ.....	COMMUNICATION ZONE
CONUS.....	CONTINENTAL UNITED STATES
COSAL.....	COORDINATED SHIPBOARD ALLOWANCE LIST
CSR.....	CENTRAL STERILE PROCESSING
DEPMEDS.....	DEPLOYABLE MEDICAL SYSTEMS
DISN.....	DEFENSE INFORMATION SYSTEMS NETWORK
DG.....	DECOMPOSED GRANITE
DLA.....	DEFENSE LOGISTICS AGENCY
DOD.....	DEPARTMENT OF DEFENSE
DOP.....	DESIGNATED OVERHAUL POINT
DOT.....	DEPARTMENT OF TRANSPORTATION
DRMO.....	DEFENSE REUTILIZATION AND MARKETING OFFICE
EPA.....	ENVIRONMENTAL PROTECTION AGENCY
ESD.....	ELECTROSTATIC DISCHARGE/ESTIMATED SHIPPING DATE
FAR.....	FEDERAL ACQUISITION REGULATIONS
FAT.....	FUNCTIONAL AREA TRAINING
FHAT.....	FLEET HOSPITAL ASSISTANCE TEAM
FHMP.....	FLEET HOSPITAL MAINTENANCE PLAN
FHOTC.....	FLEET HOSPITAL OPERATIONS AND TRAINING COMMAND
FHSG.....	FLEET HOSPITAL SUPPORT GROUP
FISC.....	FLEET INDUSTRIAL SUPPLY CENTER
FMF.....	FLEET MARINE FORCE
FMSS.....	FIELD MEDICAL SERVICE SCHOOL
FSCM.....	FEDERAL SUPPLY CODE FOR MANUFACTURERS

ACRONYM GLOSSARY

GMT.....	GENERAL MILITARY MEETING
GPD.....	GALLONS PER DAY
GPL.....	GENERAL PURPOSE LARGE (TENT)
GPM.....	GENERAL PURPOSE MEDIUM (TENT)
HAZ-MAT/WASTE..	HAZERDOUS MATERIAL/WASTE
ICE.....	INDIVIDUAL COMBAT EQUIPMENT
ICU.....	INTENSIVE CARE UNIT
IDTT.....	INDEPENDENT DUTY TRAINING AND TRAVEL
IMPAC.....	INTERNATIONAL MERCHANT PURCHASE AUTHORIZATION CARD
ISO.....	INTERNATIONAL STANDARDIZATION ORGANIZATION
ISSA.....	INTER/INTRA-SERVICE SUPPORT AGREEMENT
JOPEs.....	JOIN OPERATIONAL AND PLANNING AND EXECUTION SYSTEM
JOOD.....	JUNIOR OFFICER OF THE DAY
LDD.....	LATEST DELIVERY DATE
LSI.....	LONG SHELF LIFE
MCAGCC.....	MARINE CORP AIR GROUND COMBART CENTER
MEDSOM.....	MEDICAL SUPPLY, OPTICAL AND MAINTENANCE UNIT
MILSTRIP.....	MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURE
MOPM.....	MISSION ORIENTED PROTECTIVE MEASURE
MOU.....	MEMORANDUM OF UNDERSTANDING
MRIL.....	MASTER REPAIRABLE ITEMS LIST
MSC.....	MILITARY SEALIFT COMMAND
MTF.....	MEDICAL TREATMENT FACILITY
MUM.....	MEDICAL UNIT MOULE
NAVMTO.....	NAVY MTERIAL TRANSPORTATION OFFICE
NAVSUP.....	NAVAL SUPPLY SYSTEMS COMMAND
NCA.....	NAVY COMMAND AUTHORITY
NCCS.....	NAVY COMMAND AND CONTROL SYSTEM
NIIN.....	NATIONAL ITEM IDENTIFICATION NUMBER
NITRAS.....	NAVY INTEGRATED TRAINING RESOURCE AND ADMINISTRATION SYSTEM
NMCB.....	NAVAL MOBILE CONSTRUCTION BATALLION
NRFH.....	NAVAL RESERVE FLEET HOSPITAL
NSN.....	NAVAL STOCK NUMBER
NSF.....	NAVY STATUS OF FORCES
OCONUS.....	OUTSIDE, CONTINENTAL UNITED STATES
OFHIS.....	OPERATIONAL FLEET HOSPITAL INFORMATION SYSTEM
OLSS.....	OPERATIONAL LOGISTIC SUPPORT SUMMARY
OOD.....	OFFICER OF THE DAY
OPLANS.....	OPERATING PLANS
OWR.....	OTHER WAR RESERVE MATERIAL

ACRONYM GLOSSARY

PAX.....	PASSENGERS
PIM.....	PERFORMANCE INFORMATION MEMORANDUM
PML-500.....	PROGRAM MANAGER LOGISTIC (FLEET HOSPITAL PROGRAM MANAGER)
PMS.....	PLANNED MAINTENANCE SYSTEM
POC.....	POINT OF CONTACT
POD.....	PLAN OF DEBARKATION/PLAN OF THE DAY
POL.....	PETROLEUM, OILS AND LUBRICANTS
PPD.....	POUNDS PER DAY
PQS.....	PERSONAL QUALIFICATIONS STANDARDS
PWRM.....	PREPOSITIONED WAR RESERVE MATERIAL
PWRMS.....	PREPOSITIONED WAR RESERVE MATERIAL STOCK
RDD.....	REQUIRED DELIVERY DATE
REDCOM.....	NAVAL RESERVE READINESS COMMAND
ROICC.....	RESIDENT OFFICER IN CHARGE
SALTS.....	STREAMLINED AUTOMATED LOGISTICS TRANSMISSION SYSTEM
SAMS.....	SEABEE AUTOMATED MOBILE SYSTEMS
SITREP.....	SITUATION REPORT
SNAPS.....	SHIPBOARD NONTECHNICAL AUTOMATED PROCEDURE SYSTEM
SORTS.....	STATUS OF RESOURCES AND TRAINING SYSTEM
SPCC.....	SHIPS PARTS CONTROL CENTER
SSL.....	SHORT SHELF LIFE
SSN.....	SOCIAL SECURITY NUMBER
STONS.....	SHORT TONS
TAR.....	TRAINING ADMINISTRATION RESERVIST
TEMPER.....	TENTS, EXTENDIBLE, MODULAR PERSONNEL
TOA.....	TABLE OF ALLOWANCE
TPFDD.....	TIME-PHASED FORCE DEPLOYMENT DATA
TPTRL.....	TIME-PHASED TRANSPORTATION REQUIREMENT LIST
TQL.....	TOTAL QUALITY LEADERSHIP
TRF.....	TEMPORARY RELOCATABLE FACILITIES
TUCHA.....	TYPE UNIT CHARACTERISTICS
UIC.....	UNIT IDENTIFICATION CODE
UTC.....	UNIT TYPE CODE

DEPARTMENT OF THE NAVY
FLEET HOSPITAL OPERATIONS AND TRAINING COMMAND
BOX 555223
CAMP PENDLETON, CALIFORNIA 92055

OOD/JOOD Desk DSN 365-7121
Commercial (760) 725-7121
FAX Number: DSN 365-7108
Commercial (760) 725-7108

STAFF MEMBERS

Commanding Officer:	CAPT John T. Coyne, MSC, USN Commercial (760) 725-7139 ext. 202 DSN 365-7139 ext. 202 jtcoyne@cpen.med.navy.mil
Acting Executive Officer:	LCDR Patricia M. Burns, NC, USN Commercial (760) 725-7117, ext. 214 DSN 365-7117, ext. 214 pmburns@cpen.med.navy.mil
Command Master Chief:	HMCS (SW/FMF) Marvin L. Bailey, USN Commercial (760) 725-7145 ext. 216 DSN 365-7145 ext. 216 mlbailey@cpen.med.navy.mil
Command Suite Secretary:	Ms. Nettie S. Hutsell, GS6 Commercial (760) 725-7139 ext. 248 DSN 365-7139 ext. 248 nshutsell@cpen.med.navy.mil